



DARLINGTON COUNTY Office of E911 Addressing

1 PUBLIC SQUARE, ROOM 303 * DARLINGTON, SOUTH CAROLINA 29532 * 843-398-4604 / 4647 * Fax: 843-398-4072

TM#: _____ Road Name _____

Owner: _____ Phone Number _____

Mailing Address: _____ Second Number _____

_____ Email _____

Developer: _____ Phone _____

Address: _____ Email _____

Structure:	Mobile Home	House/Modular	Camper	
Residential Use:	Family Quarters	Guest Home	Owner Occupied	Rental

Requirements for receiving an address for Residential Purposes are as follows:

A) Proof of ownership:

- 1) Deed & Plat or
- 2) Proof of rental; leasing option; sales contract (Contract to Buy) or notarized permission
- 3) Camper or mobile home title paperwork
- 4) Location proposed home

B) Complete all attached forms. These are:

- 1) E-911 Address Inquiry
- 2) Letter of Intent
- 3) Restrictive Covenants Affidavit – must be witnessed.
- 4) Septic Tank Affidavit (if there is an existing septic tank) – must be notarized (if no existing tank, will need SCDHEC "Permit to Construct" (for house or modular) or "Approval to Operate" (for mobile home). (Or sewer if that is available -- you will need a letter from the appropriate authority)

C) Return with a Site Plan. – This plan must show the property lines, public or private road, location of the driveway, existing and proposed buildings, have the tax map number, your name, current address and phone, as well as neighboring uses (residential, wooded, etc.). -- Please draw this out; we can't accept the DHEC drawing for the septic.

D) If you do not have an existing septic system, you will need to contact DHEC for a permit (You will need Deed & Plat)

E) Driveway Apron approval—for residential - (You will need Deed, plat & septic permit for both places)

- 1) If there is not a driveway apron
 - I. On a County Road, you must get an Encroachment Permit from Darlington County Roads & Bridges
 - II. On a State Road, you must get an Encroachment or Driveway Permit from SCDOT.
- 2) If it is existing
 - I. On a County road, Roads & Bridges must check to ensure that it is adequate for use.
 - II. On a State road, SCDOT may need to check.
 - III. If this is a request for multiple single-family residential use, then you must check with the appropriate authority to ensure existing driveway apron is adequate for the use intended.



DARLINGTON COUNTY Office of E911 Addressing

1 PUBLIC SQUARE, ROOM 303 * DARLINGTON, SOUTH CAROLINA 29532 * 843-398-4604 / 4647 * Fax: 843-398-4072

* Return A-D to office or via email.

Paula Newton - pnewton@darcosc.net

Wayne Yarborough - wyarborough@darcosc.net

Julie Ritz - jritz@darcosc.net

*Other considerations:

* Access: When adding a second home, there must be adequate access for emergency vehicles. The driveway access for residential homes must be 20' wide x 13-1/2' tall. No overhanging branches or shrubbery, also no telephone poles, light poles, electrical poles or buildings can be in the way. The Fire Marshall or a member of staff will inspect the proposed driveway/access during the initial process, so it is important to get your site plan and Letter of Intent to us as soon as possible. This is the process for all driveways.

* Addressing: E-911 Addressing is the only agency with the authority to issue addresses in Darlington County. They are fully involved from the beginning of the development. Existing addresses may be subject to change.

*Plan Review: For houses and modular homes, you can drop your plans off (and pay for the review) at the Building Permits Window.



DARLINGTON COUNTY Office of E911 Addressing

1 PUBLIC SQUARE, ROOM 303 * DARLINGTON, SOUTH CAROLINA 29532 * 843-398-4604 / 4647 * Fax: 843-398-4072

1. Residential _____, Camper _____ Commercial _____, Tower _____
2. Number living at Home: _____ Solar: Ground ___ Roof ___ Farm ___
3. Tax Map Number: _____ - _____ - _____ Prop Owner Phone # _____
4. Property Owner: _____
5. Tax Notice Mailing Address: _____
6. Subdivision/MHP Name: _____ Lot # _____
7. Name of Street where Driveway is located: _____
8. Name/Address of Neighbors: Next Door or Across the Street: _____

-
9. Occupant Name: _____
 10. Occupant Mailing Address (or PO Box): _____
 11. Occupant Last Address: _____
 12. Phone #: _____
 13. Name of Previous Occupant (if known): _____

I CERTIFY THE ABOVE INFORMATION IS TRUE (Sign): _____

(CIRCLE ONE): PROPERTY OWNER / RESIDENT / OTHER (RELATIONSHIP): _____

Date: _____

OFFICE USE ONLY:

1. New Street Address: _____
City _____ State South Carolina Zip: _____
2. a. Date: _____ b. Receiver: _____ c. New: _____ d. Confirm: _____
e. Post Office: _____ f. ESN: _____
3. Permit #: Mobile Home _____ New Construction _____
4. DHEC Septic Permit #: _____
5. DHEC S/W # _____ MS4 # _____

_____ NTAS	_____ Post Office
_____ Access	_____ Master Address
_____ Tax Assessor	_____ Confirmation

IN FLOOD HAZARD AREA

Yes _____ No _____
 FIRM Date February 6, 2013
 Map # 45031C C
 By: _____ Date: _____

DARLINGTON COUNTY DEVELOPMENT SERVICES

PLANNING COMMISSION

1 PUBLIC SQUARE, ROOM 303 DARLINGTON, SOUTH CAROLINA 29532

Phone: 843-398-4610

Fax: 843-398-4072



Letter of Intent

Property Owner: _____

Mailing Address: _____ City/State/Zip: _____

Phone Number: _____ Email Address: _____

Subject Property Information

Tax Map #: _____

Address: _____ City/State/Zip: _____

***So that Darlington County Development Services may provide you the best service,
provide a detailed explanation of the proposed use:***

Signature: _____ Date: _____

For Office Use Only:

Received By: _____ Date: _____

DARLINGTON COUNTY DEVELOPMENT SERVICES

Planning Commission

1 PUBLIC SQUARE ROOM 303

* DARLINGTON, SOUTH CAROLINA 29532

* 843-398
Fax: 843-398



RESTRICTIVE COVENANTS AFFIDAVIT

I, _____, have reviewed the restrictive covenants applicable to Tax Map Parcel # _____, located at (address) _____, and the proposed development or permit application is not contrary to, does not conflict with, or is not prohibited by any current and recorded restrictive covenants, as specified in South Carolina Code of Laws, Section 6-29-1145.

[Signature (s)] [Date]

[Print Name]

[Witness - Signature] [Witness - Print Name] [Date]

South Carolina Code of Laws (Effective July 1, 2007)

SECTION 6-29-1145. Determining existence of restrictive covenant; effect.

- (A) In an application for a permit, the local planning agency must inquire in the application or by written instructions to an applicant whether the tract or parcel of land is restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted activity.
- (B) If a local planning agency has actual notice of a restrictive covenant on a tract or parcel of land that is contrary to, conflicts with, or prohibits the permitted activity:
 - (1) in the application for the permit;
 - (2) from materials or information submitted by the person or persons requesting the permit; or
 - (3) from any other source including, but not limited to, other property holders,
 the local planning agency must not issue the permit unless the local planning agency receives confirmation from the applicant that the restrictive covenant has been released for the tract or parcel of land by action of the appropriate authority or property holders or by court order.
- (C) As used in this section:
 - (1) "actual notice" is not constructive notice of documents filed in local offices concerning the property, and does not require the local planning agency to conduct searches in any records offices for filed restrictive covenants;
 - (2) "permit" does not mean an authorization to build or place a structure on a tract or parcel of land; and
 - (3) "restrictive covenant" does not mean a restriction concerning a type of structure that may be built or placed on a tract or parcel of land.

For Office Use Only:

Received By: _____

Date: _____

DARLINGTON COUNTY DEVELOPMENT SERVICES

1 Public Square, Room 303, Darlington, SC 29532 * 843.398.4610 (P) * 843.398.4072 (F)



STATE OF SOUTH CAROLINA)
) EXISTING SEPTIC TANK AFFIDAVIT
COUNTY OF DARLINGTON)

I, _____, do hereby affirm and attest that there is an existing septic tank accessed solely by this proposed residence on the property located on Tax Map Number _____ and accessed off of _____ (Road Name).

"I understand and acknowledge that any false statement or misrepresentation in this affidavit may be subject to penalty of law."

The applicant should sign and date below before a Notary Public.

Applicant Date

Witness Date

State of _____)
County of _____) Affidavit

Personally appeared before me the above-named person _____ who has provided satisfactory evidence of identity in the form of _____.

Sworn to and subscribed before me
This _____ day of _____, _____

(L.S.)

(Print Notary Name)

Notary Public for _____
My Commission Expires: _____

For Office Use Only:

Received By: _____ Date: _____ Application Number: _____